

The State Licensing Board for Residential and General Contractors, Residential Contractor Division, met on **August 2, 2005** at the Professional Licensing Boards Division, 237 Coliseum Drive in Macon, Georgia for the purpose of conducting business.

**Members Present:**

- Allen Richardson, Chairman
- Bob Barnard, Vice Chairman
- Steve Cash
- Mark Herbert
- Melissa Henderson
- Philip Thayer

**Others Present:**

- Reagan Dean, Board Attorney
- Kyle Floyd, Executive Director
- Gina Thompson, Board Secretary
- Mollie Fleeman, Division Director
- Bettie Sleeth, HBAG
- Tyler Newman, HBAG

Chairman Richardson established that a quorum was present, and called the meeting to order at 9:10 A.M.

Mark Herbert made a motion to accept the minutes of the July 20, 2005 meeting. The motion was seconded by Bob Barnard and the Division voted unanimously to accept the minutes.

Kyle Floyd, Executive Director, discussed a timeline for rule making by the Division.

Kyle Floyd discussed a Residential Contractor Outline.

The Division discussed the “Fee” portion of the outline. Mollie Fleeman, Division Director, discussed the amount budgeted for the full board and informed the Division to take this into consideration when setting fees and otherwise considering revenues for the Board.

During the discussion on the “Financial Disclosure” portion of the law it was noted that several surrounding states require a financial statement by a CPA instead of a credit report as a condition of licensure. The Division did not make a final decision based on this information.

The Division tabled the discussion on the “Warranty” portion of the outline as the Division concluded that the warranty requirement is a future requirement of licensure.

The Division made a determination that the “Grandfathering” portion of the outline is a priority as to meet the timeline. The Board discussed various requirements such as proof of residency, experience, project responsibility and defining of “successful”. Chairman Richardson made a request of Kyle Floyd, Executive Director, for a draft of rules needed for licensure and a draft of a verification form as part of the application for licensure under O.C.G.A. § 43-41-8(a)(1) to be reviewed at the next meeting. Mollie Fleeman, Division Director, discussed process of using fingerprint cards as part of licensure.

The Division decided that the "Exam" portion of the outline could be tabled for later discussion. Bettie Sleeth, HBAG, will send to Kyle Floyd a copy of a National examination for review.

The Division discussed defining the terms "specialty contractor" and "repair". According to the Division, specialty contractor is one trade and not multiple trades and it was decided that the term did not presently need to be further defined. The defining of the term "repair" was tabled to be discussed with the full board.

Mollie Fleeman discussed briefly the process for convictions and sanctions by the Division. Melissa Henderson presented a copy of a release form for a background check on individuals used by the Georgia Bureau of Investigation.

The Residential and General Contractor Board seal was viewed by all members present.

There being no further business to come before the Division, the meeting was adjourned at 2:30 P.M. on August 2, 2005 by the Chairman.